

### **IC 12-15-1.5**

#### **Chapter 1.5. Voter Registration Services and Medicaid Applications**

### **IC 12-15-1.5-1**

#### **Purpose of chapter**

Sec. 1. This chapter prescribes the procedures to be followed by a county office in processing:

- (1) voter registration applications; and
- (2) records concerning an individual's declining to register to vote;

under 42 U.S.C. 1973gg-5(a)(2)(A) and IC 3-7-15.

*As added by P.L.12-1995, SEC.121.*

### **IC 12-15-1.5-1.5**

#### **Effective date of federal statute or regulation**

Sec. 1.5. Except as otherwise provided in this chapter, a reference to a federal statute or regulation in this chapter is a reference to the statute or regulation as in effect January 1, 1996.

*As added by P.L.4-1996, SEC.100.*

### **IC 12-15-1.5-2**

#### **Designated individual**

Sec. 2. A county director may designate an employee of the office as the individual responsible for performing the voter registration duties of the office under this chapter at that county office. The employee designated under this section shall supervise the registration of voters by other employees of the office and shall perform any other registration duty required to be performed by the office under this chapter. Notwithstanding this designation, any employee of the office may perform registration duties in accordance with this chapter.

*As added by P.L.12-1995, SEC.121.*

### **IC 12-15-1.5-3**

#### **County director responsible if no designated individual**

Sec. 3. If a county director does not designate an employee under section 2 of this chapter, the director is the individual responsible for performing the voter registration duties of the office under this chapter at that county office.

*As added by P.L.12-1995, SEC.121.*

### **IC 12-15-1.5-4**

#### **Transmittal of voter registration application or declination forms**

Sec. 4. (a) This section does not apply to a voter registration application or declination to register accepted at a county office during the final five (5) days before the end of a registration period under IC 3-7-13.

(b) As required under 42 U.S.C. 1973gg-5(d)(1), the county director or designated office employee shall transmit a copy of a

completed voter registration application:

- (1) to the circuit court clerk or board of registration of the county in which the individual's residential address (as indicated on the application) is located; and
- (2) not later than ten (10) days after the application is accepted at the office.

(c) The county director or designated employee shall transmit a copy of the voter registration application (or a separate declination form) on which the individual declined to register to vote by specifically declining to register or by failing to complete the voter registration portion of the application.

(d) The declination must be transmitted:

- (1) to the circuit court clerk or board of registration of the county in which the individual's residential address (as indicated on the application) is located; and
- (2) not later than ten (10) days after the application is accepted at the office.

*As added by P.L.12-1995, SEC.121.*

#### **IC 12-15-1.5-5**

##### **Transmittal of voter registration application or declination forms; accepted during final five days before end of registration period**

Sec. 5. (a) This section applies to a voter registration application or declination to register accepted at a county office during the final five (5) days before the end of a registration period under IC 3-7-13.

(b) As required under 42 U.S.C. 1973gg-5(d)(1), the county director or designated employee shall transmit a copy of the completed voter registration application:

- (1) to the circuit court clerk or board of registration of the county in which the individual's residential address (as indicated on the application) is located; and
- (2) not later than five (5) days after the application is accepted by the office.

(c) The director or designated employee shall transmit a copy of the voter registration application (or a separate declination form) on which the individual declined to register to vote by specifically declining to register or by failing to complete the voter registration portion of the application.

(d) The declination must be transmitted:

- (1) to the circuit court clerk or board of registration of the county in which the individual's residential address (as indicated on the application) is located; and
- (2) not later than five (5) days after the application is accepted at the office.

*As added by P.L.12-1995, SEC.121.*

#### **IC 12-15-1.5-6**

##### **Methods for transmittal of applications or declinations**

Sec. 6. A county director or designated employee may use any of the following methods to transmit voter registration applications or

declinations under section 4 or 5 of this chapter:

- (1) Hand delivery to the circuit court clerk or board of registration.
- (2) Certified mail, return receipt requested.
- (3) Electronic transfer, after approval by the co-directors of the election division.

*As added by P.L.12-1995, SEC.121. Amended by P.L.2-1996, SEC.241; P.L.3-1997, SEC.437; P.L.2-1998, SEC.38.*

#### **IC 12-15-1.5-7**

##### **Hand delivery**

Sec. 7. If a county director or designated employee transmits registration applications or declinations by hand delivery under section 6(1) of this chapter, the circuit court clerk or board of registration shall provide the director or designated employee with a receipt for the forms. The receipt must state the date and time of delivery, and the printed name and signature of the person who received the forms.

*As added by P.L.12-1995, SEC.121.*

#### **IC 12-15-1.5-8**

##### **Information to be provided to division**

Sec. 8. (a) The co-directors of the election division shall provide the division of family and children with a list of the current addresses and telephone numbers of the offices of the circuit court clerk or board of registration in each county. The division shall promptly forward the list and each revision of the list to each county office.

(b) The co-directors shall provide the division of family and children with pre-addressed packets for county offices to transmit applications under section 6(1) or 6(2) of this chapter.

*As added by P.L.12-1995, SEC.121. Amended by P.L.2-1996, SEC.242; P.L.3-1997, SEC.438.*

#### **IC 12-15-1.5-9**

##### **Confidentiality of information**

Sec. 9. Voter registration information received or maintained under this chapter is confidential.

*As added by P.L.12-1995, SEC.121.*

#### **IC 12-15-1.5-10**

##### **Notice regarding elections**

Sec. 10. The co-directors of the election division shall notify each county director of the following:

- (1) The scheduled date of each primary, general, municipal, and special election.
- (2) The jurisdiction in which the election will be held.

*As added by P.L.12-1995, SEC.121. Amended by P.L.2-1996, SEC.243; P.L.3-1997, SEC.439.*

#### **IC 12-15-1.5-11**

**Information to be provided to election division**

Sec. 11. The division shall provide the co-directors of the election division with a list stating the following:

- (1) The address and telephone number of each county office.
- (2) The name of each county director and any employee designated by the director to be responsible for performing voter registration duties under this chapter.

*As added by P.L.12-1995, SEC.121. Amended by P.L.2-1996, SEC.244; P.L.3-1997, SEC.440.*